



CHESTERFIELD COUNTY
PLANNING DEPARTMENT
CHESTERFIELD, VIRGINIA 23832
(804) 748-1050
www.chesterfield.gov/plan

Rec'd by _____	Case No. _____
Date Rec'd _____	Fee Amt _____
Time Rec'd _____	Receipt No. _____
Reviewed by _____	Antic. Hrg. Date _____

R

RECORD PLAT SUBDIVISION REVIEW APPLICATION
COMPLETE THE FOLLOWING INFORMATION IN FULL

SUBDIVISION INFORMATION

1. Subdivision Name: _____ Section No.: _____
Previous Name: _____ Sub. ID No.: _____
Existing Zoning: _____ Zoning Case No.: _____

General Location Description (Example: N/W Quadrant Hull St./Genito Rd.):

2. **Case History**
Final Check Case # _____
3. **Copies of Plats Submitted:**
· 2 Mylars submitted Yes No
· 1 Opaque submitted Yes No
4. **Development Type** (Check One):
Single Family (S)
Townhouse for Sale (T)
Mixed Use (U)
5. **Reviewed and Approved By**
· Director of Planning (A)
6. **Utilities** (Check one of each)
A) Water: Public (P) Well (W)
B) Sewer: Public (P) On-Site (S)
7. **Drainage** (Check One):
Curb and Gutter (C) Roadside Ditches (D)
8. **Statistical Summary:**
A) No. of lots for approval _____
B) No. of lots recorded _____
C) Average lot size _____ sq. ft.
D) Minimum lot size _____ sq. ft.
E) Maximum lot size _____ sq. ft.
F) Average lot width _____ ft.
G) Minimum lot width _____ ft.
H) Acreage in lots _____
I) Acreage in roads _____
J) Acreage in recreation/open space _____
K) Total Acreage _____
Comments: _____

9. **APPLICANT INFORMATION**

Applicant One: _____ Regist. No.: _____
Subdivider

Applicant Two: _____ Regist. No.: _____
Engineer/Surveyor Preparing Plat

Additional Contact _____ Regist. No.: _____

10. SUBJECT PARCEL INFORMATION
THIS DATA SHOULD BE OBTAINED FROM THE
COUNTY ASSESSOR'S OFFICE (THE ROSE BUILDING)

SHADED AREA FOR OFFICE USE ONLY

GPIN#		Partial Parcel	Land Use Taxation		Zoning Sheet	Census Tract	Traffic Zone	
		Y N	Y N					
Address (if one given)	Existing Zoning	Zoning Acreage	Conditions			Existing Land Use/Structures	Magisterial District	Plan Area N,S,E,W,C
			CU	PD	SE			

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An application by the subdivider for approval containing the name mailing address, street address, telephone number, and fax number and e-mail address if available, of the owner, subdivider and the surveyor who prepares the plat, shall accompany each final check with the following information as applicable:

Approved covenants and homeowner association documents required by zoning or tentative condition for recordation or proof of their recordation.

Payment in the appropriate amount for new street signs and for the streetlight fees including the program administration shall be submitted to the director of environmental engineering with the record plat.

A copy of the valid snow removal contract shall be submitted to the director of environmental engineering with the record plat.

The record plat sheet(s) shall be 16 inches by 24 inches (60.96 centimeters by 40.64 centimeters) and shall be prepared and signed and sealed by a certified professional engineer as applicable or land surveyor. The record plat shall conform to the approved final check plat and approved construction plans. The plat shall be drawn at a scale no greater than of one inch equals fifty (50) feet or equivalent metric scale for townhouse for sale subdivisions and other subdivisions at a scale of one inch equals one hundred (100) feet or metric equivalent. The record plats show the following information:

Surveyor's certification

Subdivision certificate

Source of title

The following basic facts and proposals pertaining to the property are shown as general notes:

land use

Zoning classification(s), applicable zoning case number(s).

Proffers, conditions of zoning, schematic and / or tentative plat conditions relating to construction such as bulk exceptions, minimum square footage, colors, required improvements on lots or restrictions on lots.

Method of street drainage

Method of wastewater and water

Total lots

Area in lots, streets, and open space

Total subdivision acreage

Property location as to corresponding county tax identification numbers

Area in square feet or metric equivalent of each individual lot, if requested by the director of planning.

The following basic facts and proposals pertaining to the property are graphically shown:

Vicinity map.

Sequentially numbered lots

Date, scale and north arrow per North American Datum (NAD) 83.

The length and bearing of all lot lines and cumulative total of each perimeter tangent dimension.

Location, width of all street rights-of-way and easements. Where any easement bisects a lot, provide tiedowns to property corners.

All street names per county ordinance, approved by the director of environmental engineering.

Location and labeling to include buffers, conservation areas and areas of wetlands if applicable, of RPA's with tielines or tiedowns.

A note has been provided with an asterisk on each lot between RPA limits and creek."Conservation area to remain in its natural state, no structure to be located within the RPA."

Location of USACOE jurisdictional wetlands and waters of the United States and associated building setbacks.

A note has been provided with corresponding reference symbol for wetlands as shown stating "U.S. Army Corps of Engineers jurisdictional wetlands not to be disturbed without written permission from the Corps."

Location and labeling of floodplains with survey tielines and / or tiedowns and backwater location(s) and elevation(s).

Those areas to be dedicated for public use.

Two-Virginia state planar system coordinate points per North American Datum 1983.

Location of existing USGS or county monument if located within the subdivision.

The location of any cemeteries, grave, object or structure marking a place of burial and associated access easement.

Chesapeake Bay preservation areas described in chapter 19.

A note indicating the method of CBPA compliance, the type of facility utilized, as well as the recordation information is provided.

A note indicating SWM/ BMP maintenance responsibilities.

A note indicating that the BMP/storm water management maintenance agreement has been recorded including the deed book and page reference for the agreement.

A note is shown on the plat that any BMP contained within the lot limits will become the sole maintenance responsibility of the lot owners.

Location and labeling of open space and common areas as to ownership and maintenance responsibilities.

Minimum finished floor (MFF) elevations for lots has been noted, as applicable.

Minimum crawl space (MCS) elevations for lots has been noted, as applicable.

The location of approved onsite sewage disposal system fields

Lots are shown as NBP as appropriate.